

Job Description for Ushers

Timetable: In summer or early fall, make arrangements with faculty members to recruit additional help for conference.

Manpower: One person in charge to coordinate 14 to 26 ushers to collect offerings and pass out any materials needing distribution during the conference (we will keep this to a minimum). Ushers should also be assigned to collect overflow offering in the choir room adjacent to the auditorium and the cafeteria downstairs.

The variation in the number of people needed comes from the coordinators ability to find help and the decision on whether 2 or 4 ushers will work each of the larger sections working from the front and the back to save time or covering a whole section with just two ushers.

Ushers will then use the Conference Room at Wisconsin Lutheran High School to count the money and give the money to the conference coordinator.

Contact person:

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